

MINIMUM QUALIFICATIONS TO BECOME A NEW JERSEY STATE TROOPER

✓ **EDUCATION**

A candidate must have: (1) a bachelor's degree; OR (2) possess a minimum of 90 college credits and will complete their degree by a specified date prior to the written examination. The deadline for completing a bachelor's degree under option 2 and remaining eligible will be announced at the time of initial application. (3) OR a candidate must have an associate's degree or 60 college credits, PLUS at least 24 months of satisfactory employment or military experience; OR (4) 30 college credits, PLUS at least 24 months of active duty military service with an honorable discharge. All college degrees/credits must be from an accredited college or university.

✓ **AGE**

All applicants must be at least 21 years old and must not reach their 35th birthday prior to the graduation date of their State Police class.

✓ **CITIZENSHIP**

Only citizens of the United States are eligible for appointment to the New Jersey State Police Academy.

✓ **DRIVER'S LICENSE**

Applicants must have obtained a valid automobile driver's license at the time that background investigations begin.

✓ **BACKGROUND**

Applicants must have a good reputation and be of sound moral character.

AUTOMATIC DISQUALIFICATION INFORMATION

- If you were ever convicted of an indictable offense or are presently under an indictable conviction expungement.
- A conviction of any offense involving domestic violence.
- A conviction of any offense involving a "controlled dangerous substance."
- A conviction of any offense involving public office, position or employment (i.e., school board, township committee, etc.).
- If you were adjudicated to have committed an act of juvenile delinquency. "Juvenile delinquency" here means the commission of an act which, if committed by an adult, would constitute an indictable offense.
- If you were adjudicated by a court or found by an employer to have violated any person's civil rights in this State or any other State.
- If you are currently on probation or have ever been on probation at any time within the last 12 months in this State or any other State for an indictable offense or felony.
- If you participated in a program of supervisory treatment or pretrial intervention for an indictable offense under N.J.S.A. 2C:43-12 or an out-of state equivalent.
- If you have been convicted of driving while intoxicated two times or once within five years in this State or any other State.
- If your driving privilege is currently revoked or suspended in New Jersey or in any other State.
- If you were dishonorably discharged from any branch of military service or law enforcement agency.
- If you have ever renounced your United States citizenship.
- If you are currently subject to a final domestic violence restraining order.
- If you were ever terminated or asked to resign from a public office, position, or government employment for misconduct involving such public office, position, or employment.
- If you have used marijuana or hashish within the past three years.
- If you, within the past ten years, have possessed or used any other illegal drug or drugs, including anabolic steroids, other than those prescribed or provided by a physician or purchased over the counter.
- If you have sold, or provided an illegal drug to another person in your life.
- If you have manufactured an illegal drug at any time in your life.
- If your driving privileges have been revoked or suspended in any state within the past two years or if your driving privileges have been revoked or suspended more than three times.
- If you had a warrant issued for your arrest, including a bench warrant for failure to appear in court, for a motor vehicle offense OR any criminal charge in any state three or more times.
- If you pled guilty or been found guilty of any motor vehicle moving violation five or more times within the past two years.

Applicants failing to successfully complete the Applicant Selection Process are encouraged to reapply for future New Jersey State Police recruit classes.



More information is available by contacting the Recruiting Unit toll free at

1-877-NJSP-8777

or visiting the New Jersey State Police website at

www.njsp.org

For questions or specific information concerning the re-application process, please contact the

Selection Process Unit

609-882-2000

extensions 2951, 2853 or 2850.

New Jersey State Police **APPLICANT SELECTION PROCESS**



*Make Protecting New Jersey
YOUR Career...*

THE APPLICANT SELECTION PROCESS

1. INITIAL APPLICATION SCREENING

When initial applications are available, interested parties will apply by visiting www.njsp.org and submitting an electronic application. The application will elicit biographical, educational, and employment information from the applicant. The applicant will also describe minimum qualifications and automatic disqualifiers that would preclude a potential applicant from continuing in the selection process, as well as a detailed description of all phases of the selection process. Applicants are reminded to adhere to the application filing deadline in order to be eligible.

All completed applicants will be screened to determine minimum qualifications, automatic disqualifiers, and completeness. Candidates will be advised of the status of their application. Successful applicants will be invited to the Physical Qualification Test (PQT).

Upon successful filing of an electronic initial application, applicants will be required to submit a Driver's Abstract Certification Page and their Certified Driver's Abstract issued in the current year via regular mail. The initial application will provide detailed instructions, including the strict filing deadline. The most expedient way for New Jersey applicants to obtain a Certified Driver's Abstract is in person at local New Jersey Motor Vehicle Commission agencies offering walk-in service or at a New Jersey Motor Vehicle Commission Regional Service Center.

2. PRE-EMPLOYMENT PREPARATION PROGRAM (PEPP)

The Division will conduct a voluntary Pre-Employment Preparation Program (PEPP). PEPP is designed to familiarize applicants with the required Physical Qualification Test (PQT) exercises and scoring format and will provide assistance with physical training. Former recruits have indicated that their participation in PEPP helped prepare them for the PQT. PEPP is conducted at the State Police Training Academy in Sea Girt. Participation in PEPP has no bearing on final applicant selection. Participation in PEPP is voluntary but recommended.

3. PHYSICAL QUALIFICATION TEST (PQT)

The Physical Qualification Test (PQT) Battery will consist of the following timed tests: 75 Yard Pursuit Run, Push Ups, Sit Ups, and 1.5 Mile Run. Please visit the PQT link on the New Jersey State Police web site www.njsp.org for a detailed description of each test. Applicants unable to pass the PQT will be disqualified from the current selection process.

4. WRITTEN EXAMINATION

A Written Examination Informational Guide will be provided to applicants advancing to the written examination phase. The written examination will consist of one full day of testing.

5. QUALIFICATIONS SCREENING

Upon successful completion of the Application Screening, Physical Qualification Test, and Written Examination phases, all information collected will be evaluated. Applicants advancing to the background investigation phase will be advised.

6. BACKGROUND INVESTIGATION

Employment as a New Jersey State Trooper is unique in that it involves the exercise of police powers and the public trust.

Therefore, a comprehensive background investigation is conducted to ensure applicants possess:

- Integrity
- Reliability
- Sound moral character
- Dependability
- Responsibility
- Ethical judgment

Prior to completing the application, ask yourself if your personal experience demonstrates these fundamental characteristics. If you cannot confidently answer yes, please consider not continuing further.

Besides verifying your responses to the automatic disqualifying questions found in the application, the background investigation will include, but is not limited to, a comprehensive evaluation of the following areas:

- review of personal data and citizenship information, including your birth certificate, voter registration, citizenship or naturalization papers, and whether you have any tattoos or other body art;
- interviews of your spouse, partner, dependents, relatives, associates and friends;

- review of your current and past residences, temporary or permanent, and interviews with landlords, roommates, and neighbors;

- review of your high school and college grades, achievements, extracurricular activities and programs, history of absenteeism and/or tardiness, and disciplinary history;

- review of your military service, if any, including branch of service, service records, and discharge;

- review of your employment/work history, including interviews of your current and former employers, discipline, and unemployment records;

- review of your financial status, including assets, debts, reported income, liens, civil judgment and liabilities;

- review of your fraternal, societal and workplace affiliations like clubs you belong to, social networking sites, fraternities, and any organizations that you belong to like charitable organizations or places you volunteer;

- review of your criminal history including arrests, convictions, or pretrial intervention for state, county, or local crimes or other offenses; and

- review of your motor vehicle history, including accidents, driving records, summonses, surcharges, license revocations, failures to appear in court, warrants, vehicle ownership information, and insurance information.

Applicants who demonstrate derogatory conduct that conflicts with the expectations of the state trooper position will be disqualified.

You are expected to provide complete and truthful answers to the questions on the application and other documents throughout the selection process. All responses and documents submitted will be subject to verification. An applicant who intentionally provides false information, and/or practices, or attempts to practice, any deception or fraud in this application, or in any examination, interview, application, or any other part of the selection process for appointment with the New Jersey State Police will be disqualified from the selection process at any time. Applicants disqualified from the background investigation phase of the selection process are restricted from reapplying to the New Jersey State Police for one year.

7. MEDICAL/PSYCHOLOGICAL EXAMINATION

If an offer of appointment as a recruit to the NJSP Academy is tendered to an applicant, it will be conditional upon successful completion of a medical examination and a psychological evaluation. A medical examination will be given during which the ability to perform the essential functions of the position will be evaluated by the Division Physician. Visual acuity must be correctable to 20/30 in both eyes, preferably with soft contact lenses. Each potential employee will be required to authorize access to all health records. The potential employee will also be required to provide urine samples for drug testing analysis. If the Division Physician should determine that an applicant is unable to perform the essential functions of the position, the conditional offer of appointment will be withdrawn. A psychological evaluation is also conducted to determine the applicant's suitability for a career in law enforcement.

8. PRE-EMPLOYMENT PREPARATION PROGRAM (PEPP II)

PEPP II is a structured program conducted at the NJSP Academy offered to those applicants who have received a Conditional Offer of Employment and are in the final stages of the Applicant Selection Process. Each PEPP II session will feature physical training sessions that will demonstrate how to increase cardiovascular endurance and upper body strength. Basic military movements and commands will also be demonstrated to assist with proper military bearing. Participation is voluntary but recommended.

9. ACADEMY AWARENESS PROGRAM

The two-day (consecutive/overnight) instructional weekend program is mandatory to maintain eligibility in the selection process. The Academy Awareness Program consists of classroom, physical fitness, and Academy protocol instruction. Applicants are exposed to a highly regimented experience that provides unprecedented exposure to the NJSP Academy.

10. ACADEMY

Appointment to the rigorous 25 week residential Academy located in Sea Girt, New Jersey is contingent upon a number of factors, including the availability of funded positions and approval by the Superintendent of State Police. Prior to graduating from the Academy, everyone, without exception, must be a resident of New Jersey.